



# Intelligence Refresher

1954-1955

CONFIDENTIAL

21 December 1953

MEMORANDUM FOR: Training Liaison Officers, DD/A

SUBJECT: DD/A Intelligence Refresher Course No. I

1. The Office of Training will offer DD/A Intelligence Refresher Course No. I, beginning on Tuesday, 19 January 1954. The course will be conducted for six weeks on Tuesdays and Thursdays from 1500 to 1700. Students enrolled in the course should report to Wing B, Second Floor, Alcott Hall at 1500 on 5 January.

2. The course is open to employees of the DD/A offices who have not taken the Basic Intelligence Course (I), (CS), or (Sup). Course No. I will be given for employees of grades GS-9 through GS-12 who have at least two years' service with the Agency.

3. TOP SECRET clearance is required for the course.

4. In addition to the class periods, the trainees will be expected to read several assigned books and documents. A list of these materials will be circulated to those enrolled in advance of the opening of the course.

5. Training requests should be sent to the Registrar, OTR, by 13 January, 1954. The enrollment of Course No. I will be limited to thirty-six students.

MATTHEW BAIRD

Director of Training

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